

**RESTRICTED**

24 September 1951

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Proposal for New Publication by Foreign Documents Division

REFERENCE: Memorandum of Assistant Director for Operations to Advisor for Management, dated 31 July 1951.

1. It is recognized that this type of publication places little or no additional workload on the Foreign Documents Division, since the analysts, as a part of their exploitation activity, card this information for their own use. Only the editorial phase of the publication is additional workload.

2. The Assistant Director for Intelligence Coordination expressed the opinion (verbally expressed by [redacted] of that staff) that this publication need not be classified by an NSCID as a service of common concern. Therefore, it should be published and disseminated to such intelligence analysts in the Government who may have need for it.

25X1A

3. The Deputy Assistant Director for Collection and Dissemination stated that dissemination of this type of publication within the Agency and to other intelligence agencies is permissible under Agency dissemination policy. He further stated that the additional workload required within the Office of Collection and Dissemination was negligible and could be handled by the staff now on duty.

4. The additional workload placed on the Reproduction facilities of the Agency is very small. It is anticipated that approximately 500 pages each being reproduced in 125 copies, or 72,500 impressions per year, would be processed.

5. It is recommended that this series of issuances be approved for publication with the following conditions:

a. If dissemination exceeds 150 copies or if the number of pages published increases greatly, the project be re-examined.


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b. The transliteration tables now in process of publication as a separate series be included within this series, and both become a manual type publication.

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Advisor for Management

Attchs: 2

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Assistant Director for Collection and Dissemination

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Assistant Director for Intelligence Coordination

*See attached*

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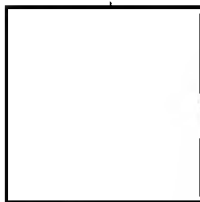
Chief, Administrative Services

  
Assistant Director for Operations

*with the understanding that  
line three of para # should read "need not  
be classified by an NSCID as a review of  
common concern."*

*1st page rewritten as  
directed by Mr. Carey - oed  
concurrent By phone.*

ILLEGIB



*90/A*

*8/5/51*


*John  
24 Sept 51*

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*af* Chief Administrative Services

Assistant Director for Operations

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UNCLASSIFIED <u>RESTRICTED</u> CONFIDENTIAL    SECRET (SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)															
CENTRAL INTELLIGENCE AGENCY <b>OFFICIAL ROUTING SLIP</b>															
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<table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> APPROVAL</td> <td><input type="checkbox"/> INFORMATION</td> <td><input type="checkbox"/> SIGNATURE</td> </tr> <tr> <td><input type="checkbox"/> ACTION</td> <td><input type="checkbox"/> DIRECT REPLY</td> <td><input type="checkbox"/> RETURN</td> </tr> <tr> <td><input type="checkbox"/> COMMENT</td> <td><input type="checkbox"/> PREPARATION OF REPLY</td> <td><input type="checkbox"/> DISPATCH</td> </tr> <tr> <td><input type="checkbox"/> CONCURRENCE</td> <td><input type="checkbox"/> RECOMMENDATION</td> <td><input type="checkbox"/> FILE</td> </tr> </table> <p style="margin-top: 10px;">REMARKS: Suggest that this be attached to draft copy of your first reference aid prior to publication, and submitted to Mr. Reber, OIC, with a courtesy request for his approval of the series.</p>				<input type="checkbox"/> APPROVAL	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE	<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN	<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> FILE
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